

**DETERMINATION AND FINDINGS
FOR A
SOLE SOURCE EXTENSION OF CONTRACT**

CONTRACT: NO. DHHC-2010-C-2008

CAPTION: Inventory Maintenance for Emergency Supplies and Equipment

PROPOSED CONTRACTOR: Diogenec Group, LLC

PROGRAM AGENCY: Department of Health

1. **AUTHORIZATION:** D.C. Official Code §2-354.04, 27 DCMR 1304, 1700,1701 and 2005.6 (b)

2. MINIMUM NEED:

The Office of Contracting and Procurement on behalf of the Department of Health (DOH) Health Emergency Preparedness Response Administration (HEPRA) (The District), needs to award a sole source contract to Diogenec Group, LLC to continue to provide warehouse maintenance support services to the DOH warehouse located on V Street, NE. Washington, DC. The warehouse maintenance support services consist of and not limited to the following: Inventory Supply, Bar-Coding, Labeling, Shelving and Storage of Emergency Supply Equipment. This warehouse houses a multitude of items, such as: varieties of medications, medical licensure files, sensitive documents and forms, syringes, IV solutions, oxygen tanks, automated external defibrillators (AEDs), furniture, technology and general office equipment. This warehouse is the District's main source of supply for emergency preparedness paraphernalia. The incumbent contractor, Diogenec Group, LLC has been providing these required warehouse services on the current contract since 2008. (Diogenec) is the only firm available immediately for the continued and undisruptive operational support.

3. ESTIMATED REASONABLE PRICE:

The Independent Government Estimate (IGE) for (Diogenec) to provide the continued support services is \$177,330.64. The period of performance runs from June 9, 2015 through November 8, 2015.

4. FACTS WHICH JUSTIFY THE SOLE SOURCE PROCUREMENT:

DOH is presently conducting a market research and a make-or-buy analysis in the development of a revised Scope of Work to determine a proper path forward for the operation of the warehouse. The overall strategy is in its final phases of development, but must be presented through the DOH Leadership before moving forward. The presently nominated agency Director has just transitioned into full-time agency Director and must be afforded an opportunity to review

the procurement strategy, because she will be instrumental decision maker in this process. Continuation of inventory services and support are crucial to the District Government operational needs for storage and retrieval of healthcare and medical related supplies during emergencies or non-emergency times. Therefore, a sole source extension is the most advantageous method of fulfilling the Districts' need while completing the competitive procurement process to allow transitioning from the current contractor to a new contractor that shall be awarded the new contract to continue the services, if necessary. A market survey was not conducted because Diogenes' Group, LLC has agreed to continue with the services based on the existing contract pricing.

5. CERTIFICATION BY AGENCY HEAD

I hereby certify that the above findings are true, correct and complete.

Date

LaQuandra Nesbitt, MD, MPH
Director
Department of Health

6. CERTIFICATION BY CONTRACTING OFFICER:

I have reviewed the above findings and certify that they are sufficient to justify the use of the sole source method of procurement under the cited authority. I certify that the notice of intent to award a sole source contract was published in accordance with the 27 DCMR 1304 and that [No response was received]. It is recommended that the Acting Chief Procurement Officer approve the use of the sole source procurement method for this proposed contract extension.

Date

Hakima Muhammad
Contracting Officer
Office of Contracting and Procurement

DETERMINATION

Based on the above findings and in accordance with the cited authority, I hereby determine that it is not feasible or practical to invoke the competitive solicitation process under either Section 402 OR 403 of the District of Columbia Procurement Practices Reform Act of 2010

(D.C. Law 18-371; D.C. Official Code § 2.354.02 or 2-354.03). Accordingly, I determine that the District is justified in using the sole source method of procurement.

Date

George A. Schutter
Acting Chief Procurement Officer
Office of Contracting and Procurement